



2008-2009 AMERICORPS*STATE GRANT APPLICATION PROCESS



FREQUENTLY ASKED QUESTIONS

AS OF FRIDAY, SEPTEMBER 21, 2007

If I have an individual who volunteers with my program, can he enroll as an AmeriCorps*State member and continue with the responsibilities he had as a volunteer but with the addition of new responsibilities?

No. AmeriCorps*State members may not displace a volunteer ([45 CFR § 2540.100](#)). In other words, if a volunteer is performing an activity for your organization, you may not give the responsibility of that activity to an AmeriCorps*State member (even if as a member, the individual will be engaging in additional activities).

Can state grant funds be used as match?

Yes, as long as the funding is not federal in nature. You will need to check with the state agency to determine the source of the funds. If the funds are federal in nature, the funds may only be used to match Section I or Section III of the budget, provided you have written permission from the highest authority within the federal agency.

If the grant is seeking more than \$500,000/per year in funds and therefore must employ an outside evaluator, do we include this in the shared cost or in the grant costs?

Evaluation-related costs are allowable costs in your budget. It is the program's decision whether they want to include evaluation under shared and/or grant costs.

Does the September 21, 2007 Technical Assistance Conference Call count as one of the required Technical Assistance Sessions that must be attended in order to apply for 2008-2009 AmeriCorps*State funding?

No. Page 9 of the *2008-2009 AmeriCorps*State Request for Proposals for Indiana Applicants* outlines the dates and locations of the five technical assistance workshops. This information was also widely publicized in OFBCI's Friday Night Facts e-newsletter, www.ofbci.in.gov, and press releases sent to media outlets throughout Indiana.

AS OF FRIDAY, SEPTEMBER 14, 2007

No questions asked this week.

AS OF FRIDAY, SEPTEMBER 7, 2007**How should I budget for Indiana AmeriCorps*State Events?**

Your budget should include support for staff attendance at OFBCI-sponsored trainings and events in or near Indianapolis, including a program directors' fall orientation (tentatively scheduled for 2 days), Opening Ceremony (tentatively scheduled for 2 days in the fall), Governor's Conference (tentatively scheduled for 2 days in the spring), and 4-6 additional, full-day training dates during the year. You should also plan for travel costs (e.g. mileage, parking) for members to attend two OFBCI-sponsored events (Governor's Conference, Opening Ceremony) in or near Indianapolis during the program year. Please note that these are estimates of the events to be conducted during the 2008-2009 program year.

Are individuals with felonies automatically prohibited from enrolling in the AmeriCorps*State program?

No. Each sub-grantee will be responsible for developing selection criteria for AmeriCorps*State paid staff and members relative to criminal histories in accordance with OFBCI Policy 2006-P-09. However, a new rule recently published by the Corporation for National and Community Service goes into effect November 23, 2007. This rule prohibits individuals that appear on the National Sex Offender Public Registry (www.nsopr.gov) who, on a recurring basis, have access to children, persons age 60 and older, or individuals with disabilities from working on the AmeriCorps*State programs as AmeriCorps-funded staff or from enrolling in the program as members.

AS OF FRIDAY, AUGUST 31, 2007

I have hosted VISTA volunteers before and have a couple questions. Does our agency have to pay any of the costs of the volunteer's assignment to our project? Are there any other costs to the agency, other than normal administrative costs, like mileage reimbursement, etc.?

The requirements for the AmeriCorps*VISTA program and AmeriCorps*State are quite different in many ways. As a recipient of AmeriCorps*State funds, you are responsible for paying all costs associated with the program (operating expenses (e.g. personnel, fringe, training, travel, member recruitment, etc), member expenses (e.g. member living allowance, FICA, health care if applicable, worker's comp), etc).

There are matching requirements. From page 21 of the *2008-2009 AmeriCorps*State Application Instructions*:

- Your budget must meet certain minimum match requirements for operating and member support costs:
 - **Sections I & III:** You must match with **cash or in-kind contributions** at least 33% of the project's total Operating (Section I) plus Administrative (Section III) costs. The acceptable sources of matching funds are federal, state, local, private sector, and/or other funds in accordance with applicable AmeriCorps requirements.
 - **Section II:** You must match at least 15% of all member costs (Section II) with **non-federal cash**. The matching sources may be state, local, private sector, or other non-federal funds in accordance with applicable AmeriCorps requirements. Other federal funds are not an acceptable source of the required 15% cash match for member costs, except for health care.

You may request up to \$12,600 per Member Service Year (comparable to full-time equivalent). So, for example, to request the minimum 10 MSYs, you may request no more than \$126,000 in Corporation funding.

For more information, please review the *NOFO, 2008-2009 AmeriCorps*State Application Instructions*, and related documents.

What is an anticipated health care cost per full-time member to use as a 'plug in' for the budget?

As a benchmark, the Indiana AmeriCorps Directors' Association (www.indianaamericorps.org/w/) purchases health insurance at a group rate that programs may access through association membership. The 2006-2007 rate per member was approximately \$111 per month.

Are potential AmeriCorps grants only for organizations that serve a statewide population, or are local programs serving one or more counties eligible to apply?

Both are able to apply. We have programs that service many counties throughout the state and programs that service their local area (even if it is one county).

AS OF FRIDAY, AUGUST 17, 2007

Where is a list of Indiana organizations that were awarded AmeriCorps grants last year?

Please visit the OFBCI website at <http://www.in.gov/ofbci/2357.htm> to view a list of 2006-2007 programs. The 2007-2008 programs are not yet posted as the new program year does not begin until September 1, 2007. Please stay tuned as the site will be updated shortly.

Is this session about monetary grants, or about placing AmeriCorps volunteers with our agency? or both?

The technical assistance sessions are focused on the grant process to obtain funding to operate an AmeriCorps*State program, which places AmeriCorps members within your organization to focus on specific service activities. You may propose a multi-site program which places members at various host sites. If you are partnered with an organization that wishes to apply as a multi-site program, that is a way to obtain members without being the applicant organization.

Are 501c4 organizations eligible for AmeriCorps grants/ volunteers, or are they limited to 501c3 organizations?

501c(4) organizations are not eligible for AmeriCorps funding, nor are they eligible to host AmeriCorps members.